

INDIANA DEPARTMENT OF EDUCATION  
Instructional Time Guidelines  
Notice of Adoption of Emergency Policy 09001(E)

Digest

This policy establishes guidelines for a school corporation to apply for a waiver of the financial penalty for canceled student instructional days during the 2008-2009 school year.

Purpose

Unusually severe winter weather has caused Indiana's schools to dismiss classes on a number of student instructional days. Because of this extraordinary situation, the Department of Education adopts this policy for the 2008-2009 school year only.

Effective Date and Duration

This policy takes effect immediately and expires June 30, 2009.

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Emergency Policy 09001(E)

Sec. 1. (a) This policy applies to a school corporation that requests a waiver under IC 20-30-2-5 for instructional days canceled because of inclement weather or loss of utilities during the 2008-2009 school year.

(b) The Department of Education shall waive the penalty imposed under IC 20-30-2-4 for a school corporation if the following conditions exist:

- (1) The school corporation has applied for a waiver.
- (2) The school corporation has made up days according to the following table:

Number of Days Canceled	Number of Days Made Up
0-4.....	Actual number of days canceled
5, 6, or 7.....	5
8, 9, or 10.....	6
11, 12, or 13.....	7
14, 15, or 16.....	8
17, 18, or 19.....	9
20, 21, or 22.....	10

(c) The department may grant a waiver of the penalty imposed by IC 20-30-2-4 for additional canceled student instructional days not included in subsection (b) if:

- (1) a school corporation applies to the department for a waiver of the penalty imposed under IC 20-30-2-4 for a specific number of canceled student instructional days; and
- (2) each of the particular number of instructional days requested to be waived was canceled due to extraordinary circumstances.

(d) The department shall consider the following factors in determining if extraordinary circumstances justify granting a waiver under subsection (c):

- (1) The reason(s) for not making up the canceled instructional days.
- (2) The length and amount of instructional time in the school calendar.
- (3) The reason(s) the days were canceled.
- (4) The dates on which the cancellations occurred.
- (5) The number of canceled days.
- (6) The number of schools affected.

Sec. 2. This emergency policy takes effect immediately and expires June 30, 2009.

Adopted: March 13, 2009

Dr. Tony Bennett  
Superintendent of Public Instruction